

AYERSVILLE WATER AND SEWER DISTRICT

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13961 Fruit Ridge Rd Defiance, OH 43512

WEBSITE: ayersvillewsd.com

BOARD

President- Greg Schafer Vice President- Jason Schafer Treasurer- Ronda Phillip Secretary- Kenton Miller
Members: John Miller, Janet Beardsley, Brian Berry

EMPLOYEES

District Manager- Eric Wenzinger Clerk- Gayle Decator Field Operators- John Lehnert

MINUTES FOR THE BOARD MEETING ON FEBRUARY 21, 2019 MEETING STARTS AT 7:00 P.M.

- A. Call to order, in accordance with ORC 121.22 was made by President Schafer at 7:00pm.
 - Brian Berry was sworn in as a Board Member by Carl Ireland, District Attorney
- B. President Schafer completed the Roll Call of Officers and attendees, with the following people in attendance: J. Schafer, B. Berry, J. Miller, J. Beardsley, K. Miller, and Greg Schafer. Also in attendance is Eric Wenzinger (District Manager) and Carl Ireland, District Attorney.
- C. There was no Public Comment at this meeting
- D. Reading and approval of the previous meeting's minutes — January 17, 2019 – Motion to accept the meeting minutes was made by J. Schafer, with a 2nd by J. Beardsley. Vote was all in favor, with none opposed. Motion carried
- E. Correspondence- none
- F. Reports of Officers and Committees
 - i) **President**
 - a) New member – Brian Berry was welcomed
 - b) Committee Assignments – Brian Berry was added to the safety committee to fill a vacancy

- c) Generator progress – Eric still working on grant funding. Brian Berry suggested contacting our local representative for help.
- d) Water Valves – will replace as leaks are discovered or valves do not work.
- e) Back flow prevention – was added to the Web site, in compliance with EPA
- f) Request was sent to the EPA & they approved a standard procedure of allowing water to flow at the end of lines. Eric to determine the best way to do this

ii) **Treasurer** – Greg was acting treasurer on Ronda's behalf

- a) Review of the Monthly Financial Reports for January 2019
 - 1) bank statements
 - 2) bank reconciliation
 - 3) customer adjustment
 - 4) wage and leave report
 - 5) purchase orders
 - 6) vendor list
 - 7) Other reports - water and sewer billing report, appropriations, income, etc.
- b) Motion to approve monthly reports was made by K. Miller, with a 2nd by J. Beardsley. Vote as follows; Yea: J. Schafer, B. Berry, J. Miller, J. Beardsley, K. Miller, and Greg Schafer. Vote was all in favor, with none opposed. Motion carried

iii) **Employee Relations Committee**

- a) Eric will do a written 90 day review on John Lehnert to present at the next board meeting

iiii) **District Manager-review District Manager's Monthly Report**

- a) New services-pending or in progress, Wiesenberger builders, & residence on Ayersville Ave. may request water
- b) Health insurance rate increase of 19%, Eric is going to check into other quotes
- c) Water tower cleaning schedule – in the spring, no date set yet
- d) Check valves for Ayersville Ave lift station - fair weather project – no current issues
- e) Spare motors for pump station, 2nd quote was a no quote due to the motor/pump being custom built.
 - 1) Authorization to purchase replace motors and pump @ pump station, including installation and removal
 - 2) Motion to purchase (the above) with the 30K quote was made by J. Schafer, with a 2nd by J. Miller. Vote as follows; Yea: J. Schafer, B. Berry, J. Miller, J. Beardsley, K. Miller, and Greg Schafer. Vote was all in favor, with none opposed. Motion carried
- f) Bulk water air valve – needs to be picked up
- g) Air release valves-maintenance – on maintenance schedule
- h) Field Operator position – would like to have candidates chosen by next meeting
- i) Flammable material cabinet – working on, shipping expensive, would like to pick up possibly in Toledo, Brian Berry to pick this up for the district.

- j) Lock Box for Fire Dept. – KNOX box, recommended by fire dept., Eric will purchase & install
- k) SDS – Safety Data Sheets need to be updated
- l) SCADA – Automated system for the lift station alarms to reduce physically having to be researched – will look into a quote to include all lift stations and the necessary equipment that would be required. Eric to purchase a system for North Dahoney station, and get quotes on the other stations for \$3500.00
- m) Eric mentioned that we are getting a lot of infiltration at Dohoney South station and will be trying to determine where this excess flow is coming from.

G. A motion was made by J. Schafer, with a 2nd by K. Miller at 8:02pm, to enter executive session, in accordance with ORC 121.22, to discuss pending litigation. Vote was all in favor with none opposed. Motion carried.

H. A motion was made by J. Miller with a 2nd by J. Beardsley at 8:10pm to return from Executive Session and reopen public meeting. Vote was all in favor with none opposed. Motion carried.

I. **Additional Business-** delinquencies resolution 1901.02. Vote to approve resolution. Vote was all in favor, with none opposed. Approved

J. **Adjournment.** A motion was made by J. Miller with a 2nd by J. Schafer at 8:20pm to adjourn the meeting. The vote was all in favor with none opposed. Meeting was adjourned at 8:20pm.



Greg Schafer, District President



Kenton Miller, District Secretary